

**Internal Quality Assurance Cell (IQAC)  
Annual Quality Assurance Report (AQAR)  
(2013-2014)**

*Submitted by*



**Government Arts College (Autonomous),**  
*(Accredited by NAAC and approved by AICTE, UGC)*  
**Kumbakonam, 612 002, Tamil Nadu, India**

*Cambridge of South India – over 160 years of Dedication*

## **IQAC and AQAR Committee**

### *Chairman and Principal*

IQAC and NAAC

Dr.K.Mohanasundaram, *M.Sc.,M.Phil.,M.Ed.,Ph.D.*

### *IQAC-Co-ordinator,*

Dr.P.H.Anand, *M.Sc.,M.Phil.,Ph.D.*

### *Joint Co-ordinator*

Dr.K.Duraiyaran, *M.A.,M.Ed.,M.Phil.,Ph.D.*

Controller of Examination

### *IQAC- Advisor*

Mr.S.SankaraNarayanan

Associate Professor of Computer Science,

### *IQAC-Members*

Dr.C.RamachandraRaja *M.Sc.,M.Phil.,Ph.D.,*

Associate Professor of Physics

Dr.K.Banukumar, *M.Sc.,M.Phil.,Ph.D.,*

Assistant Professor of Geography

Dr.J.Senthil, *M.Sc.,M.Phil.,Ph.D.,*

Assistant Professor of Geography

Dr.P.Thirumalai, *M.Sc.,B.Ed.,M.Phil.,Ph.D.,*

Assistant Professor of Geography

## **College Council**

Dr.A.Gunasekaran,

*HoD of Tamil,*

Dr.V.S.Ramakrishnan,

*HoD of English,*

Dr.S,Krishnamoorthy

*HoD of Maths,*

Dr.R.S.Sundararajan,

*HoD of Physics,*

Dr.S.Tamilselvi,

*HoD of Chemistry,*

Dr.K.Palanivel,  
*HoD of Zoology,*

Dr.M.Jayaraj,  
*HoD of Bio Chemistry,*

Dr.R.Murugan,  
*HoD of Botany,*

Dr.P.H.Anand,  
*HoD of Geography,*

Mr.C.Seetharaman,  
*HoD of Computer Science,*

Dr. R. Rajendran,  
*HoD of Economics,*

Dr. R.Sathasivam,  
*HoD of History,*

Dr. K. Anbalagan,  
*HoD of Indian Culture & Tourism*

Dr.K.Vaithyanathan,  
*HoD of Commerce,*

Dr.A.Balu,  
*HoD of Business Administration, (I/C)*

Dr.S.Poiyamozi,  
*HoD of Statistics,*

Mr.R. Sankaralingam,  
*College Librarian*

Mr. S.Raja  
*Physical Instructor*

**2012-2013**

**The Annual Quality Assurance Report (AQAR) of the IQAC**

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution

Government Arts college (Autonomous)

1.2 Address Line 1

Karuppur Road

Address Line 2

Kumbakonam

City/Town

Kumbakonam

State

Tamil Nadu

Pin Code

612002

Institution e-mail address

govtcollautoprin@yahoo.co.in

Contact Nos.

0435/22442149

Name of the Head of the Institution:

Dr.K.Mohanasundaram

Tel. No. with STD Code:

0435-2442977

Mobile:

9443617730

Name of the IQAC Co-ordinator:

Dr.P.H.Anand

Mobile:

9884506060

IQAC e-mail address:

csindiaiqac@gmail.com

1.3 NAAC Track ID (For ex. MHC0GN 18879)

TNCOGN 10028

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

EC/NAAC/A&A coll/99/ dt 09/10/1999

1.5 Website address:

www.gacakmu.in

Web-link of the AQAR:

www.gacakmu.in/naaciqac/aqar2013-14

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	2 Star Level	60-65	1999	5years
2	2 <sup>nd</sup> Cycle	Now going			
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

10/06/2009

1.8 AQAR for the year (for example 2010-11)

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2009-10 submitted to NAAC on 24/12/2014
- ii. AQAR 2010-11 submitted to NAAC on 24/12/2014
- iii. AQAR 2011-12 submitted to NAAC on 24/12/2014
- iv. AQAR 2012-13 submitted to NAAC on 24/12/2014

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Bharathidasan University,  
Tiruchirappalli-620024

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

**2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 1

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
Enhancing learning process among students	Appreciable

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate  Any other body

Provide the details of the action taken



## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	12	-	-	-
PG	12	-	-	-
UG	15	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others(MCA & M.Phil)	1+12	-	-	-
<b>Total</b>	52	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	40
Trimester	-
Annual	12

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

The syllabi of various courses are revised.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

NIL

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
96	65	31		

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
								7	80

2.4 No. of Guest and Visiting faculty and Temporary faculty

58		
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	42	31
Presented papers	22	26	14
Resource Persons	3	11	18

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The curriculum of various study programmes in the departments are designed such that the student learn sufficient number of basic and advanced level courses.

2.7 Total No. of actual teaching days during this academic year

180 Days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

✓ Details Enclosed

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	2	2
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2.10 Average percentage of attendance of students

UG-85  
PG-89

2.11 Course/Programme wise

distribution of pass percentage : UG

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TAMIL LITERATURE	78	-	67	8	-	96.15
ENGLISH LITERATURE	79	-	7	53	7	84.81
MATHEMATICS	107	17	79	4	-	95.33
PHYSICS	66	9	39	14	-	93.94
CHEMISTRY	61	13	42	-	-	90.16
ZOOLOGY	43	3	38	-	-	95.35
GEOGRAPHY	49	3	39	6	-	97.96
HISTORY	41	-	31	8	-	95.12
ECONOMICS	93	1	74	15	-	96.77
INDIAN CULTURE & TOURISM	19	-	17	2	-	100.00
B.COM	133	4	48	72	1	93.98
B.B.A	59	3	44	9	-	94.92

PG

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
TAMIL LITERATURE	41	5	36	-	-	100.00
ENGLISH LITERATURE	25	-	5	16	-	84.00
MATHEMATICS	63	15	46	-	-	96.83
PHYSICS	23	19	3	-	-	100.00
CHEMISTRY	20	10	10	-	-	100.00
ZOOLOGY	25	17	8	-	-	100.00
BIOCHEMISTRY	31	9	21	-	-	96.77
APPLIED GEOGRAPHY	21	2	19	-	-	100.00
HISTORY	32	-	30	-	-	96.88
ECONOMICS	29	-	25	1	-	89.66
INDIAN CULTURE & TOURISM	14	2	12	1	-	100.00
M.COM	39	-	8	31	-	100.00
COMPUTER SCIENCE	30	29	-	-	-	96.67
M.C.A	28	12	16	-	-	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

IQAC reviews the academic processes & examination outcome

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	15
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	27

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	38	34		
Technical Staff	11			

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Created good atmosphere for learning teaching and research processes
--

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		2		
Outlay in Rs. Lakhs		1520000		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		4		
Outlay in Rs. Lakhs		830000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	22	24	
Non-Peer Review Journals			
e-Journals	11		
Conference proceedings	4		

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	3	UGC	1520000	520000
Minor Projects	1	UGC	830000	35000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges

Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		7	4		
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations

International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year

Total	International	National	State	University	Dist	College
1						

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

36

101

3.19 No. of Ph.D. awarded by faculty from the Institution

23

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
National level  International level

3.22 No. of students participated in NCC events:

University level  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Adopted a village and organised a medical camp
- Imparted Training for social well being of the villages

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	13.0 Hectares			13.0 Hectares
Class rooms	46			
Laboratories	19			
Seminar Halls	4			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

In Progresses



4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37827	763301	1173	224612	39000	987913
Reference Books	6500				6500	
e-Books						
Journals	63 volumes				63 volumes	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	283	3	13	13	2	1	16	-
Added	-	-	-	-	-	-	-	-
Total	283	3	13	13	2	1	16	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Internet access provided
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4.6 Amount spent on maintenance in lakhs :

i) ICT	<input type="text"/>
ii) Campus Infrastructure and facilities	<input type="text" value="9 Lakhs"/>
iii) Equipments	<input type="text"/>
iv) Others	<input type="text"/>
<b>Total :</b>	<input type="text" value="9 Lakhs"/>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Placement activities were on

#### 5.2 Efforts made by the institution for tracking the progression

PTA Meeting

#### 5.3 (a) Total Number of students

UG	PG	M.Phil	Ph. D.	Others
2694	934	99	131	

(b) No. of students outside the state

(c) No. of international students

No	%
1934	53.31

Men

Women

No	%
1694	46.69

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
18	1269	15	2260	4	3562	14	1301	19	2294	5	3628

Demand ratio 1:5

Dropout 2.37%

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Conducted aptitude enhancement programmes for students

No. of students beneficiaries

159

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Students counselling cell and Placement cell played a dominant role

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
	334	67	

5.8 Details of gender sensitization programmes

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	3614	12,083,960
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

To maintain the academic excellence of this sesquicentennial institution for of high standard of imparting Teaching-Learning learning.

6.2 Does the Institution has a management Information System

No Instead student information system

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Reviving once in three years

6.3.2 Teaching and Learning

Maintaining the existing standards prescribed by the UGC

6.3.3 Examination and Evaluation

Upto the standards of the affiliating University

6.3.4 Research and Development

High Standards and competing with R&D activities of National Research Institutes

6.3.5 Library, ICT and physical infrastructure / instrumentation

Catering to a high standards academic environment

6.3.6 Human Resource Management

At Satisfactory level

6.3.7 Faculty and Staff recruitment

Sufficient level

6.3.8 Industry Interaction / Collaboration

PG Department have industry collaborated R&D

6.3.9 Admission of Students

As per the norms of the department of higher

6.4 Welfare schemes for

Teaching	Co-operative Society
Non teaching	Co-operative Society
Students	Scholarships schemes

6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes  No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	yes	Academic council	yes	Academic council
Administrative	Yes	-	yes	DCE, AG, Chennai

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

As per the guidelines of the affiliating university

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Independently allowed to function to achieve autonomy

6.11 Activities and support from the Alumni Association

Annual meeting and receiving good support

6.12 Activities and support from the Parent – Teacher Association

Regular interaction good support

6.13 Development programmes for support staff

Under progress

6.14 Initiatives taken by the institution to make the campus eco-friendly

Using NSS Unit to keep the campus eco friendly

## **Criterion – VII**

### **7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

The curriculum for entire course have been modified to suite the existing advancements

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

A follow up action has been initiated

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Has been maintained

7.5 Whether environmental audit was conducted? Yes  No

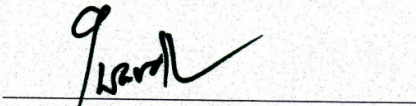
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Student information system is in progress to manage them

**8. Plans of institution for next year**

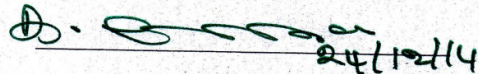
To maintain the academic standards of higher learning of the sesquicentennial institution

Name **Dr.P.H.Anand**



Signature of the Coordinator, IQAC

Name **Dr.K.Mohanasundaram**



Signature of the Chairperson, IQAC

**PRINCIPAL,**  
**Govt. Arts College (Autonomous)**  
**KUMBAKONAM**



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Enclosure (2013-2014)

2.8 Examination/ Evaluation

**a. Examination reforms introduced during the period of autonomy**

The continuous internal assessment is a part of the semester system of the examination. Weightage is given to classroom performance, submission of term papers, regularity in attendance, conduct and extracurricular activities, etc. The students are assessed periodically and their inputs are recorded. Supplementary examinations are held at the end of final year for both UG and PG candidates who will complete their arrear papers within a month of the announcement of the result.

**b. Question paper setting for final examination [Internal/ External/Combined]**

Staff returns from various colleges are obtained by the office of the Controller of Examinations and after scrutiny; a list of question paper setters is prepared bearing in mind their experience and filed of interest.

Question paper setting for Practical Examination is internal and the respective Departments take up the responsibility of setting practical examination question papers.

**c. Evaluation (completely internal/external/partly external and internal)**

Evaluation is done by external examiners to make the whole process confidential. Up to year of 2012 the PG papers are valued by the method of Double valuation (one internal Examiner and one External Examiners). But now the UG and PG papers are valued by external examiners only. The Practical examinations are conducted by one internal and one external examiner.

**d. Proportional weightage of continuous Internal Assessment and final examination:**

(Also indicate break-up for assignments, tests, etc. for awarding continuous internal assessment) The proportional weightage for internal and external

evaluation is 25 and 75. The break-up for assignments, tests, etc., is as follows.

**e. Criteria for passing and classification**

In PG courses 10 is passing minimum in CIA. In UG courses no passing minimum in CIA. In external evaluation in PG 30 is the passing minimum out of 75 and in UG it is 27 out of 75. In the total the PG candidate should have the aggregate of 50 and the UG candidate the aggregate of 40.

- Instant examinations are held at the end of final year for both UG and PG candidates who will complete their arrear papers within a month of the announcement of the result.
- As per the university norms, a student is permitted to write only one paper in instant exam however, our college permits four papers for UG and PG courses.
- Photocopy of papers for UG and PG courses are also be given.